United Nations ST/SGB/2009/8

Secretariat

22 June 2009

Secretary-General's Bulletin

United Nations Learning Advisory Board

The Secretary-General, for the purpose of establishing the terms of reference for the United Nations Learning Advisory Board, promulgates the following:

Section 1
General

The United Nations Learning Advisory Board, hereinafter referred to as "the Board", is hereby established.

Section 2
Purpose and objectives

2.1 The Board shall provide strategic guidance on learning and development objectives for the Secretariat with the purpose of making learning and development more strategic, accessible and effective.

2.2 The Board shall:

(a) Advise on the formulation of an Organization-wide learning and development strategy that is aligned with the Organization's goals, priorities and plans;

(b) Actively support efforts to secure the resources required for the effective implementation of the Organization's learning and development strategy;

(c) Review and support policies related to the Organization's investment in learning and development;

(d) Recommend priorities for Secretariat-wide learning and development activities;

(e) Take into account the needs of individual Departments and Offices with a view to maximizing collaboration across occupations;

(f) Actively promote a culture of continuous learning within the Organization by supporting appropriate learning and development initiatives.

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Section 3
Composition

3.1 The Board shall be composed of seven senior officials at the Under-Secretary-General and/or Assistant Secretary-General level from Departments/Offices at Headquarters, Offices away from Headquarters and peacekeeping missions, including the Assistant Secretary-General of the Office of Human Resources Management.

3.2 The members shall be nominated by the Secretary-General in consultation with the Office of Human Resources Management.

3.3 The Board shall nominate a chairperson from its membership.

3.4 Members of the Board shall demonstrate interest in, and commitment to, learning and development activities, and represent both a Headquarters and a field perspective.

3.5 Each member shall be appointed for a period of two years with the possibility of one renewal for a second two-year period.

Section 4
Meetings and procedures

4.1 Meetings of the Board shall be held as required, but normally not less than twice a year.

4.2 Subject to prior notification, an alternate may be designated as necessary to attend a specific meeting in the absence of a full member. The alternate should normally be the deputy or the officer-in-charge of the department, office or mission concerned.

4.3 The Board shall establish its own rules of procedure.

4.4 The Office of Human Resources Management will provide Secretariat support to the Board.

Section 5
Final provisions

The present bulletin shall enter into force on 22 June 2009.

(*Signed*) **Ban** Ki-moon
Secretary-General